

## **FAQ: UDC Section**

### **1.How can I view the UDC online?**

The UDC is maintained by the Municipal Code Corporation, not the City of San Antonio, it can be accessed at:

<http://www.municode.com/Resources/gateway.asp?pid=14228&sid=43>

### **2. How can I obtain a paper copy of the UDC?**

UDCs are sold by the Municipal Code Corporation, ordering information can be found at <https://secure.municode.com/munistore/productspage.asp> (phone number 850/576-3171).

### **3. How do I obtain amendments adopted since publication of the last supplement?**

Amendments to the UDC are posted on the PDS Department website at <http://www.sanantonio.gov/dsd/udc.asp>

### **4. When will the next supplement of the UDC be printed?**

The *City Clerk's office* forwards copies of each ordinance to Municipal Code in Florida, the process typically takes two months though lengthier ordinances may take longer.

### **5. How I can be sure that my UDC stays up to date?**

Customers should be sure to order the “update service” indicated on the Municipal Code website, this will provide them with automatic updates after the City adopts changes to the UDC. There will be no need to contact the City for updates if the subscription update service is requested.

### **5. What uses are allowed in the various zoning districts in the UDC?**

The *Zoning Section* has a handout that describes each zoning district online at <http://epay.sanantonio.gov/dsddocumentcentral/upload/Permitted%20Uses.pdf>  
The *Zoning* planner of the day can assist, please call 210/207-1111.

### **6. Where can I find out if I need to plat my property or not?**

The *Land Entitlements Section* <http://www.sanantonio.gov/dsd/landentitlements.asp> can assist with this, 210/207-0121. The planner of the day can assist with any subdivision platting questions as they relate to the UDC.

### **7. Do I need a permit for my project?**

You may call the customer service center at 210/207-1111 to determine if your scope of work requires a permit or not.

- Common types of work requiring permits:
  - Construction of new buildings/structures.
  - Construction of driveway approaches and sidewalks.
  - Signs.
  - Replacement of doors, windows, siding, roofs.
  - Electrical work.
  - Installation of toilets, hot water heaters, hot tubs.
  - Garage sales.
- Examples of work not requiring permits:
  - One story detached accessory structures under 120 sq. ft.
  - Replacement of fences up to 6 ft in height up to 25% of contiguous fence line.
  - Patio slab/porches within property lines with less than 30 inch difference from grade height.
  - Swings, playground equipment, tree houses.
  - Painting, wallpapering, tiling, carpeting, counter tops and similar finish works.

Work not requiring a permit must still comply with zoning (such as setbacks).

Department website has database of licensed contractors: <http://epay.sanantonio.gov/bils/>

## **8. Where can I find a copy of a Rule Interpretation Decision (“RID”)?**

All currently effective RIDs are on the UDC website at :

<http://www.sanantonio.gov/dsd/udc.asp>

## **9. Is there short summary of the UDC available?**

A 5 page executive summary of the UDC is available on the Municipal Code Website, listed as “JANUARY 1, 2006 UNIFIED DEVELOPMENT CODE CITY OF SAN ANTONIO, TEXAS” on the Municipal Code website

<http://www.municode.com/Resources/gateway.asp?pid=14228&sid=43>

## **10. I have left a message for the UDC Administrator when can I expect a response?**

The UDC section currently only has one (1) staff member. He must attend many meetings with City leadership at City Hall, meet in the field with customers and inspectors, attend official board and commission meetings and conduct training for department personnel. He will respond to every message within 24 hours, except for Fridays when some messages may not be answered until the following Monday .

Inquiries specific to zoning, subdivision platting or building permits should be routed to the appropriate section within the Department, please call 210/207-1111. In the case of a code interpretation the UDC administrator will defer to the respective section with the Department. Calls to the UDC administrator should be reserved for those cases where the existing Code provisions are unclear to the staff in respective sections.